CRSF 6326-D10
Coaching Administration

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Office Hours: M-F 10 AM -12 PM or by email.

Course Information

Course Description

This course provides an extensive overview of responsibilities, duties, and behaviors within the coaching profession. It addresses competencies necessary for administration and management in coaching. The course will provide the study of both X-O's and the non-X-O components required of most sport coaching positions.

Course Credits

3-0.

Prerequisite and Co-requisite Courses

Prerequisite Skills

Accessing Internet websites, using ASU Library resources, and proficiency with Microsoft Word and/or PowerPoint are expectations of the CRSF 6326.

Program Outcomes

Upon completion of the program of study for the CSRF Program Analyze and critique recreation, physical education, wellness, and athletic facilities, the graduate will be prepared to:

Graduate Institutional Learning Goals:
1. Master Knowledge and Skills

- Demonstrate advanced knowledge, skills, and values appropriate to the discipline.
- Demonstrate the ability to work as individual researchers/scholars as well as incollaboration with others.
- Demonstrate the ability to be creative, critical thinkers with the ability to apply newtechnologies as appropriate to the discipline.

2. Master Communication and Dissemination

Students will:

- Be required to demonstrate advanced oral and written communication skills, asappropriate, to the discipline.
- Demonstrate global perspectives appropriate to the discipline.

3. Master Leadership and Social Responsibility

Students will:

- Comprehend and practice the ethical principles appropriate to the discipline.
- Understand and value individual differences and have the skills for working effectively ina diverse, changing world.

Student Learning Outcomes

Student Learning Outcome By completing all course requirements, students will be able to:	Assignment(s) or activity(ies) validating outcome achievement:	Mapping to Program Outcomes
Exchange thoughts and opinions relating to the practical, intellectual, philosophical, and moral issues involved in coaching.	Class Discussions on each chapter topic by reflection papers and (or) discussion board.	NA
Think critically, identify and resolveproblems that will benefit in future career path;	Create Practice plans, tournament schedules,Recruiting plans, etc.	NA
Apply professional attributes in future careers.	Create Practice plans, tournament schedules, Recruiting plans, instructional video, Budget for sport	NA
Utilize research and class discussions to understand components administration and to	Development of Coaching Resource Manual	NA

Student Learning Outcome By completing all course requirements, students will be able to:	Assignment(s) or activity(ies) validating outcome achievement:	Mapping to Program Outcomes
improve writing and speaking skills.		

Course Delivery

This is an online course offering. The course will be delivered via the Blackboard Learning Management System. The course site can be accessed at ASU's Blackboard Learning Management System

Required Texts and Materials

: 1. Coaching, Becoming a Successful Athletic Coach 3rd ed.2010. W.F. Stier, Jr. American Press Boston: MA
2. A *Sport Specific "X-O" book* of choice (to be formally outlined and used for your coaching clinic video)

Recommended Texts and Materials

None.

Technology Requirements

To successfully complete this course, students need to the use of Blackboard, Respondus Lockdown Browser and Collaborate.

For those of you taking the class online, the next paragraph is relevant.

To participate in one of ASU's distance education programs, you need this technology:

- A computer capable of running Windows 7 or later, or Mac OSX 10.8 or later
- The latest version of one of these web browsers: internet Explorer, Firefox, or Safari
- Microsoft Office Suite or a compatible Open Office Suite
- Adobe Acrobat Reader
- High Speed Internet Access

- Ethernet adapter cable required (wireless connections can drop during tests and Collaborate sessions)
- Webcam

Refer to Angelo State University's Distance Education website for further technology requirements: [Angelo State University's Distance Education Website](#)

Communication

Faculty will respond to email and/or telephone messages within 24 hours during working hours Monday through Friday. Weekend messages may not be returned until Monday.

Written communication via email: All private communication will be done exclusively through your ASU email address. Check frequently for announcements and policy changes. In your emails to faculty, include the course name and section number in your subject line.

Virtual communication: Office hours and/or advising may be done with the assistance of the telephone, Collaborate, Skype, etc.

Grading

Evaluation and Grades

Course grades will be determined as indicated in the table below.

Assessment	Percent/Points of Total Grade
Video	25
Book outline	25
Class Participation, reflection paper, discussion board	25
Resource Manual	25
Total	100%

Grading System

Course grades will be dependent upon completing course requirements and meeting the student learning outcomes.

The following grading scale is in use for this course:

      A = 90.00-100 points

      B = 80.00-89.99 points

      C = 70.00-79.99 points

      D = 60.00-69.99 points

      F = 0-59.99 points (Grades are not rounded up)

Teaching Strategies

Students are expected to be "active learners." It is a basic assumption of the instructor that students will be involved (**beyond the materials and lectures presented in the course**) discovering, processing, and applying the course information using peer-review journal articles, researching additional information and examples on the Internet, and discussing course material and clinical experiences with their peers.

Assignment and Activity Descriptions

*Please note: Rubrics for all assignments and activities are located at the end of this syllabus.
COURSE REQUIREMENTS:

1) Develop a 15-minute video of sport instruction.
2) Choose an "X-O" book related to sport of interest and create an outline of said book for others. Two formats of outline are required. (a) formal detailed outline for the instructor; (b) an abbreviated outline for all your class cohort members.
3) Develop a Professional Resource Manual that must include:
   a) 10 sport websites
   b) 5 available clinics and workshops
   c) 10 additional "X-O" sport specific books
   d) 5 non-"X-O" coaching books each covering a specific coaching issues (ie: equipment management, turf management, sport fundraising, etc.)
   e) 5 sport related theses
   f) 5 sport related dissertations
   g) 5 related sport research journals.
   h) 5 sport specific and 5 administration issue related DVDs and/or videos
   i) 10 sport specific articles
   j) 10 non-"X-O" articles related to coaching administration (ie: recruiting, booster club oversight, etc.). No more than 2 articles on any one issue.
   k) 5 available related coaching associations
   l) Information on 5 instructional coaching education programs to include: PACE, ASEP, NYCA, plus 2 more.
   m) **All sections** are expected to be done in **detail**. Copies of each article, for **sections i and j,** are to be included, not just the title author, journal and volume year. Additionally, each article should be read and high-lighted.

n) **Section l** should include a complete narrative summary of the 5 programs. For **all other sections** follow APA guideline procedures.
o) Participation in reflection papers and (or) discussion boards on chapters or topics from class.

COURSE PROCEDURES:
1) All work is sent via email attachment to the instructor (ssnowden@angelo.edu) by 3:00pm every Friday.
2) The specific weekly projects listed below are to be sent to each member of the class cohort.
   a) Resource Manual Information. A slight exception is you do not have to send the copies of the various articles you have copied and read for your own manual to everyone. Instead you may send the summary info: Article Title, Author(s) name, journal source info of name, volume year and page numbers (just like a reference page in an APA manuscript. Thus, each student will be responsible to compile all the related information per section into their final resource manual.
   b) Abbreviated "X-O" book outline related to your video coaching clinic.
   c) Copy of your video coaching clinic (each student will be expected to submit a narrative evaluation and grade for each video project on the Monday after week 3 project due date.
3) **Any work not properly forwarded on to class cohorts will result in a loss of one letter grade minimum from the final course grade.**
4) Students in the immediate area are requested to turn in the hard copy of their Resource manual to the instructor on the due date. Those students out of state must submit their manuals either by mail or electronically via email attachment.

Late Work or Missed Assignments Policy

POLICY ON LATE OR MISSED ASSIGNMENTS
Due dates and times for assignments are posted. Failure to submit your assignments on the assigned date will result in a five percent deduction for each day after the posted deadline. No papers or postings will be accepted more than one week past the assigned due date.

General Policies Related to This Course

All students are required to follow the policies and procedures presented in these documents:

- [Angelo State University Student Handbook](#)[1]
- [Angelo State University Catalog](#)[2]

Student Responsibility and Attendance

Online: This class is asynchronous, meaning you do not have to be on-line at a certain time. There are readings which you will have to complete to be able to adequately participate in individual and group assignments. In order to complete this course successfully, you do have to participate in all course activities i.e. discussion boards, course projects, reflective logs, etc. Students are expected to engage in course activities and submit work by due dates and times. The hope is that students will make substantive contributions which reflect integration of assigned materials as well as any outside readings as appropriate. Scholarly contribution is an expectation. For planning purposes, this class will probably require a minimum of 6-9 study hours per week on average.

Academic Integrity

Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from ASU.

The College of Health and Human Services adheres to the university's [Statement of Academic Integrity.](#)[3]

Accommodations for Students with Disabilities

ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as

provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student's responsibility to initiate such a request by contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the Student Disability Services website.[4] The employee charged with the responsibility of reviewing and authorizing accommodation requests is:

Dallas Swafford
Director of Student Disability Services
Office of Student Affairs
325-942-2047
dallas.swafford@angelo.edu
Houston Harte University Center, Room 112

Incomplete Grade Policy

It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 Grading Procedures[5] for more information.

Plagiarism

Plagiarism is a serious topic covered in ASU's Academic Integrity policy[6] in the Student Handbook. Plagiarism is the action or practice of taking someone else's work, idea, etc., and passing it off as one's own. Plagiarism is literary theft.

In your discussions and/or your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list.

Papers are subject to be evaluated for originality. Resources to help you understand this policy better are available at the ASU Writing Center.[7]

Student Absence for Observance of Religious Holy Days

A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. See ASU Operating Policy 10.19 Student Absence for [Observance of Religious Holy Day](#)[8] for more information.

Copyright Policy

Students officially enrolled in this course should make only one printed copy of the given articles and/or chapters. You are expressly prohibited from distributing or reproducing any portion of course readings in printed or electronic form without written permission from the copyright holders or publishers.

Syllabus Changes

The faculty member reserves the option to make changes as necessary to this syllabus and the course content. If changes become necessary during this course, the faculty will notify students of such changes by email, course announcements and/or via a discussion board announcement. It is the student's responsibility to look for such communications about the course on a daily basis.

Title IX at Angelo State University

Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. In accordance with Title VII, Title IX, the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual intercourse, sexual assault, sexual exploitation, stalking, public indecency, interpersonal violence (domestic violence or dating violence), sexual violence, and any other misconduct based on sex.

You are encouraged to report any incidents involving sexual misconduct to the Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Boone, J.D. You may submit reports in the following manner:

Online: www.angelo.edu/incident-form
Face to face: Mayer Administration Building, Room 210
Phone: 325-942-2022
Email:michelle.boone@angelo.edu

Note, as a faculty member at Angelo State, I am a mandatory reporter and must report incidents involving sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325-942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-942-2171).

For more information about resources related to sexual misconduct, Title IX, or Angelo State's policy please visit: www.angelo.edu/title-ix.

Course Schedule

Week/Date	Topic/Assignments/Assessments DUE

Grading Rubrics

Student Evaluation of Faculty and Course

Students in all programs are given the opportunity to evaluate their courses and the faculty who teach them. Evaluations are most helpful when they are honest, fair, constructive, and pertinent to the class, clinical experience, or course. Faculty value student evaluations, and use student suggestions in making modifications in courses, labs and clinical experiences.

Angelo State University uses the IDEA (Individual Development and Educational Assessment) system administered through Kansas State University for all course evaluations. The Office of Institutional Research and Assessment administers IDEA for the entire university, online and has established a policy whereby students can complete course evaluations free from coercion.

Select the SLO's you use

1. Gaining a basic understanding of the subject (e.g., factual knowledge, methods,principles, generalizations, theories)
2. Learning to apply course material (to improve thinking, problem solving, and decisions)
3. Developing specific skills, competencies, and points of view needed by professionals inthe field most closely related to this course
4. Developing skill in expressing oneself orally or in writing
5. Learning how to find, evaluate, and use resources to explore a topic in depth

End of Syllabus

[1] https://www.angelo.edu/student-handbook/

[2] https://www.angelo.edu/catalogs/

[3] https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php

[4] https://www.angelo.edu/services/disability-services/

[5] https://www.angelo.edu/content/files/14197-op-1011-grading-procedures

[6] https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php

[7] https://www.angelo.edu/dept/writing_center/academic_honesty.php

[8] https://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of